



2024-25 Initiative Grant Call for Applications

Calgary Learns is seeking initiative applications to respond to current gaps in programming and meet the foundational learning needs for adults in Calgary.

Initiative Projects are one-time grants to a maximum of \$25,000. They provide an opportunity to explore, develop, enhance and/or pilot innovative programming that address current or emerging foundational learning needs of financially-barriered adult Calgarians (18+).

Initiative Grant applications are due April 19th, 2024.

About Calgary Learns

[Calgary Learns](#) partners with non-profit organizations to address the needs of adults learning at the foundational level through grants, professional development and building community awareness of the needs of these adults. Our grants enable non-profit organizations in Calgary to provide part-time, non-formal foundational learning opportunities that support financially-barriered adult learners at the foundational level (18+). Foundational learning enables individuals to pursue further learning, have satisfying and meaningful employment, and fully participate in community life.

Calgary Learns supports adult learning models that:

- Provide a holistic, learner-centred approach
- Incorporate recognized adult learning principles, including the enhancement of learner self-esteem and self-advocacy skills
- Integrate basic literacy and essential skills development into areas of high-interest to adults
- Provide pathways for learners to transition successfully from and to related programs or next steps (for example to employment or further learning)
- Attend to diversity and the meaningful participation of marginalized adults

Calgary Learns is directly funded by the Government of Alberta through their Community Adult Learning Program (CALP).

Application Eligibility

<ul style="list-style-type: none">• The organization must be a legal entity incorporated for a minimum of two years under one of the following Alberta Statutes: the Societies Act, Part 9 of the Companies Act, the Libraries Act, the Métis Settlements Act, and the Postsecondary Learning Act; and can provide confirmation of an Annual Return.
<ul style="list-style-type: none">• The initiative operates between July 1, 2024 to June 30, 2025, and within Calgary city limits.
<ul style="list-style-type: none">• The initiative serves adults (18+) in Calgary who have financial barriers and are permanent residents or citizens of Canada (temporary foreign workers may participate in funded learning programs only if space allows).
<ul style="list-style-type: none">• The initiative addresses a current foundational literacy and learning need for adults and does not unnecessarily replicate locally available learning opportunities.
<ul style="list-style-type: none">• Any programming developed or delivered is non-credit and part-time.

- | |
|---|
| <ul style="list-style-type: none"> • The initiative is covered under the applying organization’s current liability insurance. |
| <ul style="list-style-type: none"> • All program staff and volunteers who work with vulnerable participants in pilot delivery have appropriate security clearance. |

Eligible Initiatives

1. Pilot Programs

Applications for this grant will be accepted for the delivery of a new literacy and foundational learning pilot programs for adults in the following funding categories, as prioritized by the CALP Program.

- **Literacy** -supports native English speakers to develop their reading and writing skills up to and including pre-GED level.
- **Numeracy** Programming-supports adults to develop their ability to use numbers and think in quantitative terms in order to complete task, up to and including a pre-GED level.
- **English Language Learning**-supports adults whose first language is not English to gain proficiency in speaking, reading, writing and listening in English up to and including CLB 4 (Canadian Language Benchmark).
- **Basic Digital Skills**-supports adults to understand and use digital systems, tools, applications and networks in order to access and navigate our increasingly digital world
- **Skills for Learning**-supports learners to build the skills and habits needed to set and achieve their learning goals, be successful in further learning and increase confidence in their ability to be a more self-directed, independent learner.

This **Initiative Program Grant Application**, as with all of the Calgary Learns Program Grants, will be allocated for a purpose-built program with an explicit focus on delivering foundational learning content designed to meet the learning needs of adults at a foundational level. Besides demonstrating some or all of the adult learning models that we support, the successful application will have:

- a clear recruitment and retention strategy
- a commitment to providing excellent learner-centred instruction/ facilitation
- strong partnerships/collaborations with relevant community stakeholders

2. Projects

Initiative Projects may include new research; new curriculum development (with/without initial pilot; enhancements of current programs, or other projects to address new and emerging foundational adult learning needs in Calgary. Our goal is that an initiative project will directly contribute to future foundational learning programming for adults. At this time, stand alone research projects are not an identified priority area.

How to Apply

- Confirm your initiative's eligibility. Criteria is listed under the heading Application Eligibility**

- Contact Calgary Learns to discuss your initiative (email grants@calgarylearns.com)**

Before investing your time in completing an application, we want to connect with you. Please contact the Grant Liaison (grants@calgarylearns.com) to arrange a conversation to discuss your vision of this initiative, its impact on learner needs and the budget.

The relevant Initiative Grant Application will be emailed to you by the Grant Liaison following this conversation.

- Optional-Arrange a preview of your application by April 10th (email draft application to grants@calgarylearns.com)**
- Complete and Submit the Initiative Grant Application Package by April 19th, 2024. (email to grants@calgarylearns.com)**

Next Steps in the Granting Process

April 19th, 2024	Deadline for applications.
Mid April -June 2024	Calgary Learns staff screen applications for eligibility. A team of external field experts review applications and make recommendations. A slate of recommendations is prepared for the Calgary Learns Board of Directors for approval. Calgary Learns then requires CALP approval from the Government of Alberta (GOA) for the proposed grants on the slate.
June 2024	After GOA approval of the CALP Grant, Applicants are notified about the status of their initiative application.
Summer 2024	Upon meeting all applicant requirements and responsibilities highlighted in our grant agreements, and with Calgary Learns’ receipt of the CALP Grant, successful initiatives receive their first funding installment (80% of total allocation for the initiative projects).
January 15, 2025	Application deadline if hoping to receive program funding for the next granting cycle (July 1, 2025-June 30, 2026)
July 31, 2025	Final Report Packages are due July 31, 2024 .
Early September 2025	Upon approval of the Final Report Package, initiatives receive their final funding installment (20% of total allocation).

Successful Applicant Responsibilities

- Ensure Calgary Learns’ grant is accounted for separately from other funds. Any changes to the budget must be pre-approved by Calgary Learns.
- Keep Calgary Learns informed of any changes to the initiative.
- Ensure that all materials that promote or advertise the program display the [Calgary Learns Logo](#).
- Become a [Calgary Learns member](#) (membership year is July 1 to June 30).
- Keep financial tracking for an additional two years in the event of a Calgary Learns program records audit.
- Submit a copy of any materials produced as a result of Calgary Learns funding. **All materials developed with the support of Calgary Learns funding are required to be open source resources.**